

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating

Capital

Legal Name of Requesting Organization or Individual: Dba:

Friends of the Future

Amount of State Funds Requested: \$ 121,534

Brief Description of Request (Please attach word document to back of page if extra space is needed):

This proposal is submitted by Friends of the Future (FOF) as the applicant, and Neighborhood Place of Kona (NPK) as a program of FOF. FOF is requesting \$121,534 to provide Mobile Family Outreach services on the west side of Hawaii Island to strengthen families' bonds through developmental play, lessen the effects of Adverse Childhood Experiences (ACEs), and provide assistance for the housing application process. (Attached is a Word document with more information.)

Amount of Other Funds Available:

State: \$ 39,080

Federal: \$ 160,920

County: \$ 0

Private/Other: \$ 157,000

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 0

Unrestricted Assets:

\$ 11,700

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

501(C)(3) Non Profit Corporation

Other Non Profit

Other

Mailing Address:

64-1032 Mamalahoa Highway, #311

City: State: Zip:

Kamuela HI 96743

Contact Person for Matters Involving this Application

Name:
Susan Maddox

Title:
Executive Team Leader

Email:
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Phone:
808-989-0558

Federal Tax ID#:

State Tax ID#

Susan Maddox

Authorized Signature

Susan Maddox, Executive Team Leader

Name and Title

1.13.2020

Date Signed

received
01/15/2020

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing

Susan Maddox

AUTHORIZED SIGNATURE

SUSAN MADDOX

PRINT NAME AND TITLE

1.13.2020

DATE

Friends of the Future
FY 2021
Grant In Aid Request for an Operational Grant
Kailua-Kona, HI

I. Introduction:

This proposal is submitted by Friends of the Future (FOF) as the applicant, and Neighborhood Place of Kona (NPK) as a program of FOF. FOF is requesting \$121,534 to provide Mobile Family Outreach services on the west side of Hawai'i Island to strengthen families' bonds through developmental play, lessen the effects of Adverse Childhood Experiences (ACEs), and provide assistance for the housing application process.

II. Background and Summary:

1. Background:

Friends of the Future (FOF) was founded by Kenneth F. Brown with a mission to discover innovative ways for people to contribute their deepest values, create shared visions and take action that positively impacts the quality of life and well-being of all who live, work and play on Hawai'i Island. On July 23, 1973, while serving as a State Senator, Brown fully articulated his philosophy in what has become known as the "Malama Remarks." Today, those remarks are used by a number of organizations including Malama Hawaii and Hawaii Green Growth. Over the course of its 28 year history, Friends of the Future has nurtured more than 70 community-based programs and initiatives, including Neighborhood Place of Kona (NPK).

Founded in 1997 NPK has served communities throughout West Hawaii, ensuring the well-being of children and families by creating environments of peace and safety. Since 2014, Neighborhood Place of Kona and Friends of the Future have had an affiliation agreement which has streamlined NPK's administrative infrastructure to ensure that maximum resources are concentrated on direct service to families and children. FOF's Executive Team Leader currently serves as a member of the NPK Advisory Board.

NPK's primary target population is families with children ages zero (0) to eighteen (18). NPK provides parents and caregivers access to available community resources, strengthens family members' bonds, assists with the housing application process, and offers playgroup and parenting education services that increase children's motor and social skills. Services are provided at families' home, public parks and the NPK office. Families both self-refer to NPK, and are referred by the DOE, community social services agencies, health professionals and the Hawaii Department of Human Services.

From July 2018 to June 2019, 125 families were served through case management. Three hundred eighty-one (381) community members were provided resources by phone. In 2018, forty-four (44) out of forty-six (46) participants in parenting class (96%) reported successfully learning from the class. Last year, an average of 57% of families served through case management by NPK requested assistance with the multi-layered housing application process.

2. Goals and Objectives:

Program Goals: This GIA proposal is for Mobile Family Outreach to families in outlying areas who are struggling and experiencing service gaps due to substandard housing, lack of basic needs, language barriers, and/or transportation difficulties. The program will reduce Adverse Childhood Experiences (ACEs), potentially traumatic events that can occur in childhood, and increase the number of resources available to community members to meet specific gaps in services for children ages three (3) to five (5) in West Hawai'i.

Program Objectives: The Mobile Family Outreach program objectives are:

- 1) offer playgroups to increase children's social, problem solving, fine motor and gross motor skills while they learn the joy of play;
- 2) partner with Family Hui Hawai'i (FHH) to integrate a parent education curriculum with opportunities to create parent-led ongoing support groups;
- 3) offer parenting skills classes to help parents develop positive communications and relationship skills; and
- 4) provide wrap around care coordination services to lower the adverse effects of stressful situations and build resilience in children, including resources and referrals to community agencies providing basic needs (food pantries and free meals), immigration services, legal services, housing programs, etc.

According to the Centers for Disease Control and Prevention (CDC), Adverse Childhood Experiences (ACEs) have been linked to risky health behaviors and chronic health conditions while children's positive experiences can protect children against many negative circumstances. And, social networks along with supportive family interactions protect children to reach their maximum health and life spans (<https://www.cdc.gov/violenceprevention/childabuseandneglect/acestudy/aboutace.html>).

3. Public Purpose and Need to be Served:

FOF confirms the grant will be used for public purpose and in keeping with its 501(c)3 mission. Funds will be used to strengthen families in West Hawaii thru NPK's Mobile Family Outreach to outlying areas such as Ocean View, South Kona, and North Kohala.

NPK strives to strengthen families seven (7) generations into the future by encouraging the acceptance of resources through extended family members who have successfully utilized supportive services. While NPK is reaching families in West Hawaii, there are gaps in our community's services.

Ocean View students travel long distances to attend schools. Schools close to Ocean View are in Na'alehu and Ho'okena. According to the 2018-2019 Strive HI School Performance Report conducted through the DOE, 46% of students learning English at Na'alehu Elementary School are on track to English language proficiency and 30% of students were proficient on state assessments in Language Arts. At Ho'okena Elementary School, 38% of students missed 15 or more days of school; 96% of students are eligible for Free or Reduced Lunch; and 27% of students were proficient on state assessments in Language Arts.

(<http://www.hawaiipublicschools.org/VisionForSuccess/AdvancingEducation/StriveHIPerformanceSystem/Pages/2018-19-results.aspx>).

Service gaps have been identified at networking meetings in our community. NPK strives to fill these gaps, joining with coalition members and others serving our community.

- 1) The West Hawai'i Keiki Coalition, hosted monthly by NPK, identified the need for more developmental programs such as play groups for families with children ages three (3) to five (5) due to lack of resources.
- 2) NPK Case Managers have found families on compounds in Ocean View to be distrusting of outsiders while lacking basic needs.
- 3) Lili'uokalani Trust's Outreach meetings identified cultural tensions between groups that do not have the opportunities to interact on a regular basis in a positive setting. Recently, Lili'uokalani Trust outreach staff asked agencies to help spread the word they are also now a resource for Hawaiians to strengthen families, broadening their services.
- 4) At a DHS meeting, We Are Oceania stated they are trying to get the word out they are available as a resource to Micronesian community members.

Agencies are requesting partnerships with NPK to reach more families in our community. Family Hui Hawai'i (FHH) on Oahu requested assistance by NPK to both lead and recruit play groups, using the FHH curriculum, to facilitate a mentoring presence on Hawai'i Island. Healing Hands partnered with NPK to provide 100 backpacks of school supplies, developmental toys, and DoTERRA calming essential oils to distribute to families participating in Mobile Family Outreach, citing the program as fitting for their mission. After hearing at a Policy Council meeting positive statements from families who took part in NPK's pilot play group at Ulu Wini housing, Family Support Hawai'i paired a socialization event with the NPK play group. Ulu Wini constructed a HUD memorandum of understanding for case management with families overcoming domestic violence, as well as a year of planned dates for play groups. Hawaii Diaper Bank stores diapers and asks NPK to directly interact with families to disseminate wipes, diapers and developmental toys. With gas prices soaring, Care Portal donated gas gift cards to NPK families struggling to meet basic needs. Helping families struggling to meet basic needs, the Jonathan Dale Miller Foundation provided a grant for food pantry items. West Hawaii Community Health Center refers clients to NPK for case management.

Program Focus: The Mobile Family Outreach Program will offer services using open eligibility criteria for any and all families with children birth to 18, and provide varied opportunities to participate in:

Play Groups:

Cirecie A. West-Olatunji, Jeff D. Wolfgang and Kimberly N. Frazier studied attachment and stress issues in young children (2019). Studies have shown that children who have the opportunity to practice fine and gross motor skills in the early stages of life (0 to 5 years), show greater social and emotional skills as they grow older and move into adulthood. Play involving the primary caregiver can be important in restoring children's cognitive, emotional, psychological and developmental milestones.

Parents and care givers join their children ages 0-5 for the duration of the program activities. The program focuses on cognitive development, social and emotional well-being and motor skills. Parents are guided through hands-on milestone activities that emphasize and reinforce the theme of the week, followed by a group mentoring session where informational and educational literature are provided as the daily topic is revisited through discussion and Q & A. Through these activities and discussions, the importance of the parent's role as a child's first teacher is highlighted. Parents and caregivers develop

the skills they need to establish strong emotional attachments and the ability to guide their child's development and respond to their child with developmentally appropriate parenting skills. Hands-on activities help develop children's fine and gross motor skills, as well as problem-solving capabilities. Songs demonstrate how to handle emotions appropriately and increase English language proficiency. When children are given the space to play, their resilience increases.

Parenting Class:

NPK's parenting classes help parents demonstrate positive behaviors where children's feelings are allowed. The How to Talk So Kids Will Listen and Listen So Kids Will Talk parenting class strives to develop strong, humane children. Parents are shown varied skills that increase children's self-esteem, problem-solving abilities and increased empathy in their children. Giving families positive interactions, helpful resources and a place to talk story can reduce abuse and neglect in homes that are stretched and stressed.

ACEs scores will be discussed with parents who are willing to examine their own histories. While assisting their children to feel supported and loved, parents will also understand their own health and well-being are important and can positively affect their children. The ACEs and Resilience Score handouts will be used as a basis for creating discussions among attendees. (<https://acestoohigh.com/got-your-ace-score/>).

Development of Family Success Plans to provide Housing Support and Child Development Education Strategies

NPK is a point of entry for the State's Homeless Management Information System (HMIS) database, and partners with the County of Hawai'i, Ulu Wini Housing and HOPE Services to increase families' housing opportunities.

According to the American Academy of Pediatrics, parents can build resilience in their children and lower ACEs by modeling good behavior and giving praise. Early support for children can help them heal and live less stressful lives to maintain future health. (<https://www.healthychildren.org/English/healthy-living/emotional-wellness/Building-Resilience/Pages/When-Things-Arent-Perfect-Caring-for-Yourself-Your-Children.aspx>)

Families create a Family Success Plan in partnership with the Care Coordinators based on the family's specific needs which empowers parents and caregivers with their children to problem solve barriers. Care Coordinators model positive communications and relationship development skills while partnering with parents/guardians to foster growth in families. NPK provides case management in a non-judgmental manner to strengthen families and keep children safe while giving them the independence to choose their own goals.

4. Target Population:

Target Audience: Generally, NPK supports West Hawaii families with children ages zero (0) to eighteen (18). For the specific Mobile Family Outreach Program the target audience will be children ages zero (0) to five (5) and their primary caregivers who live in the outlying communities of Ocean View, South Kona and North Kohala. Each cohort will have 35 to 40 families.

5. Geographic Area:

Program Location:

West Hawaii runs from the North Kohala communities of Kapa'au and Hawi, to just north of Na'alehu in the Ka'u District, an area of approximately 1,000 square miles. Services will be provided in community County Council Districts 7, 8 and 9, as well as parts of Districts 1 and 6.

III. Service Summary and Outcomes:

1. Scope of Service:

Program Content: The program will use a hybrid of curriculums, incorporating concepts from the evidenced based: *Embracing 'Ohana by Family Hui Hawai'i*, *Nurturing as a Way of Life* by Dr. Stephen Bavolek, and *How To Talk So Kids Will Listen and Listen So Kids Will Talk* by Adele Faber and Elaine Mazlish based on the teachings of Dr. Haim Ginott.

Staff will provide play group activities, NPK services and community resources to help families:

- Identify NPK services such as parenting class, play group and case management
- Identify names and telephone numbers of community service providers
- Identify services appropriate for different family members
- Obtain and complete necessary applications, i.e. housing and child care paperwork
- Advocate for expedited services with other agencies and providers

NPK's program services include:

Staff uses confidential, culturally sensitive, non-judgmental and respectful approaches to ensure the safety of children and actively engage adults, regardless of previous CWS/CWI history, sex, race, ethnicity, marital status or sexual orientation. NPK's program services include: child safety assessment, family assessment, individually created family success plans, positive coaching, appreciative inquiry techniques to build trust, child and parent skill-building activities, connections to appropriate community-based services, advocacy with agencies (housing, health, etc.) and, when appropriate, referral to professional services.

NPK firmly believes improving relationships and conditions within the family promotes positive environments for children and keeps families together. When struggling families form relationships with NPK staff and one another, they can become less isolated and stressed. NPK strives to provide a space once a week where parents and caregivers can bond together with their children as well as with other families from various cultures and backgrounds, to obtain support through information and resources. NPK uses a family-centered approach to engage families in a voluntary process to identify their strengths and then to set goals and prepare realistic action steps supported by available community-based resources.

2. Project Timeline:

Program Duration: One session per week for 120 minutes for 12 weeks. A total of four (4) cohorts per calendar year.

The Mobile Family Outreach will develop forms, train volunteer play group leaders and build play groups from July 2021 to June 2022, and continue into the July 2022 to June 2023 fiscal year to support new play group leaders through telephone calls and face-to-face meetings.

3. Quality Assurance and Evaluation:

Families who participate in each session will place their names on sign-in sheets. Evaluations forms will be filled out after each session, including families being asked if their stress levels were lowered as a result of participating. Evaluation forms will ask parents and caregivers to identify what skills were learned and helpful resources were provided. A parent satisfaction survey will be provided at the last session of each cohort. Evaluation and parent satisfaction survey forms can be filled out and sent in anonymously if families prefer.

4. Measures of Effectiveness:

INTENDED OUTPUTS AND OUTCOMES

The outcomes from July 1, 2020 to June 30, 2021, will include stronger, resilient families with parents / caregivers who are the best first teachers for their children.

150 newly served families will show on their evaluation forms they have:

- Been provided information on child development.
- Accepted information on parenting skills.
- Obtained resources to better provide for children's basic needs (ie. housing applications, food pantries, family shelters, and health care).
- Procured information on problem-solving, coping, and stress management skills.
- Participated in activities to strengthen attachment to, and perception of, children and promote their well-being.

Outputs:

- 1) NPK will provide Mobile Family Outreach to form measurable outcomes
- 2) NPK will provide four (4) or more play groups in Ocean View, a South Kona park where homeless families park, and North Kohala.
- 3) NPK will provide four (4) parenting classes in underserved areas from transportation barriers.
- 4) NPK will provide case management, completing service plans with parents / caregivers' input.
- 5) Families who participate will be contacted 6 months later and asked how their family is doing and if they are using any of the skills they learned still. They will be asked if their housing and family life have been more stable. Assessing health issues, they will be asked if they have visited the doctor's office more or less frequently. They will be given the option for case management, if needed.

Outcomes:

- 1) A self-reporting tool will be used, asking parents how they have felt NPK helped their family. Options will include housing, their economic situation, parenting skills and play time to bond with the children in their families. Parents/caregivers will share their stress level decreased and they learned skills to lower ACEs while increasing resilience.
- 2) Using the resilience form, parents/caregivers will identify (3) things they will do differently for themselves, as well as for the children in their homes, in order to increase resilience.
- 3) Parents/caregivers who participate in play group will identify activities which improved three (3) fine motor skills, three (3) gross motor skills, and three (3) social skills.
- 4) All one hundred fifty (150) new families, served in one or more services being offered by NPK, will complete evaluation forms.

IV. Financial:

1. Budget forms

(Budget forms are attached)

2. Anticipated quarterly funding requests for fiscal year 2021:

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$30,383.50	\$30,383.50	\$30,383.50	\$30,383.50	\$121,534

3. All other sources of funding:

NPK’s current activities are funded by a contract with Blueprint (\$153,000), to help strengthen families. A DHS contract (\$200,000) is allocated for family strengthening services, a part of the CWS differential response system. Private funders provide unrestricted funds (\$11,700). Further funding will be sought through the county, additional private funders and foundations. Funding being requested in this GIA will be used to serve new families.

4. All state and federal tax credits:

None

5. All federal, state, and county government contracts, grants and grants in aid within the prior 3 years and receiving for fiscal year 2021 for program funding:

See FINAL page 10 schedule for list.

6. The balance of unrestricted current assets as of 12/31/19:

NPK current unrestricted net asset balance at 12/31/19: \$11,700.

FOF balance of unrestricted current assets at 12/31/19: \$342,917.31.

V. Experience and Capability:

1. Necessary skills and experience:

Since 1997, NPK has provided service coordination services and parenting classes for the West Hawaii community.

NPK staff have the following skills and abilities:

- Degrees in social work or closely related fields and a minimum of one (1) of experience
- Knowledge of child abuse and neglect dynamics
- Knowledge of, and sensitivity to, the cultures in West Hawai'i communities
- Ability to analyze complex issues and problem-solve
- Ability to maintain highly sensitive, confidential information
- Strong organization and planning skills
- Excellent oral and written communication skills
- Knowledge of word processing, spreadsheet, and database software

Care Coordinators provide non-judgmental, warm assistance in creating measurable outcomes families choose for themselves. 2018-2019 satisfaction surveys clearly show families appreciate the help provided. Comments about case management through NPK include, "Great job!" "Thank you so much for everything!" "Very flexible with scheduling and accommodating. Awesome!" "I am very thankful and beyond happy for the help...they are all nice, trustworthy and of course very respectful."

Parenting class participants wrote on their evaluations positive statements such as, "We are grateful to Neighborhood Place of Kona for being so flexible with your class days and times." And, "We needed this class and you were willing to work with our schedule."

In 2019, NPK started a pilot program for play groups in a partnership with Hawaii County's Ulu Wini housing community. Parent evaluations gathered at the end of an 8-week pilot program in Spring 2019, were all positive. Comments included, "Amazing." "Best teachers ever." NPK was often listed as a resource where parents felt they could turn for further help if needed. One mother fleeing domestic violence shared her son started talking again after attending the playgroup. Following the success of the pilot, Ulu Wini staff requested the play group continue for the year 2020, because it provides an area of service for children ages zero (0) to five (5) being previously left out.

2. Facilities:

Initially, Mobile Family Outreach will be held at local parks and community centers. After 12-week cohorts end, play group participants will choose the location to continue meeting with their new leaders. NPK Staff will mentor new play group leaders through utilization of the Family Hui Hawaii play group program.

The NPK office is centrally located in Kailua-Kona at 75-166 Kalani Street, Suite 104, accessible by the Hawaii County public bus system, and within walking distance of a number of lower rent apartment complexes. There is ample, free parking. The three (3) public housing complexes in Kona are located within a five (5) mile radius.

The office has a small reception area; three (3) private offices; dedicated copy/server/supply room; conference room; kitchenette area with sink, refrigerator, microwave and coffee pot; and an interior bathroom. NPK has a small children's library and toys appropriate for different ages. The reception area has a bulletin board used to post flyers about upcoming community events and information, as well as table and wall racks that displays a variety of brochures, resource directories and resource information available to anyone to pick up at their discretion.

VI. Personnel: project Organization and Staffing:

1. Proposed staffing

- Full-time Care Coordinator
- Full-time Parent Educator

Care Coordinator and Parent Educator required education and experience:

Degrees in social work or closely related fields and a minimum of one (1) year of experience

One year experience working with West Hawaii Agencies preferred

Knowledge of best practices in prevention of child abuse and neglect

Ability to provide child building and parental life skills

Knowledge of social services and health care delivery system

Sensitivity to cultural values

Experience identifying emotional and social needs of children and families

Each staff member has an annual training and development plan to ensure ongoing professional development.

2. Organization Chart

Friends of the Future (FOF) is the 501(c)3 non-profit organization with governing responsibility for Neighborhood Place of Kona (NPK) program activities. The FOF Board of Directors delegates to its Executive Team Leader the authority to provide management oversight of NPK operations and to serve in the capacity of its Administrator as needed.

The NPK Advisory Board is made of up volunteers and is tasked with overseeing NPK's Quality Improvement efforts. It maintains a communications link to the Friends of the Future Board and Executive Team Leader. Qualified Advisory Board members are available as needed to provide additional support to NPK staff.

The NPK program organization chart shows reporting relationships among the Executive Director, Lead Care Coordinator, Care Coordinator, Parent Educator and Administrative Assistant. Supervisory oversight includes individual supervision, emails and texts showing outcomes.

While NPK operates on a lean staffing structure, it is appropriate for the current program needs and available resources.

(Organization chart is attached)

3. Compensation

All FOF Board of Directors directors and officers serve as volunteers. Paid staff position titles and salary ranges of top three are:

Program Leader, AM: Range \$60,000 - \$85,000

Program Leader, OL: Range \$60,000 - \$85,000

Program Leader, NPK: \$40,000 - \$50,000

VII. Other

1. Litigation

FOF does not have any pending litigation to which they are a party, including the disclosure of any outstanding judgement.

2. Licensure or Accreditation

FOF has 28 years of community capacity building, grants management and accounting expertise; it does not have any special licensure or accreditation..

3. Private Educational Institutions

FOF will not use the grant to support or benefit a sectarian or non-sectarian private educational institution.

4. Future Sustainability Plan

To sustain the funded activity if the grant:

a) Is received:

FOF will continue to expand the business and individual donor base, continue to write for grants, and look to develop public and private partnerships. NPK staff would continue mobile family outreach, using the percentage of funding to determine the amount of time spent by each staff member. While waiting for funds to be disbursed, the staff will be in a planning period and the funds will be stretched over any truncated time frame.

b) Is not funded thereafter:

FOF will continue to expand the business and individual donor base, continue to write for grants, and look to develop public and private partnerships. Mobile Family Outreach activities will be scaled to continue on a more limited basis using existing personnel. Partnerships with agencies such as Family Hui Hawaii will identify individual parents willing to head play groups on their own within the community. NPK will be available by phone and in person to encourage and assist parents who hold future play groups using the FHH curriculum.

References

ACEs Too High News (2019). Retrieved from <https://ACEstoohigh.com/got-your-ace-score/>

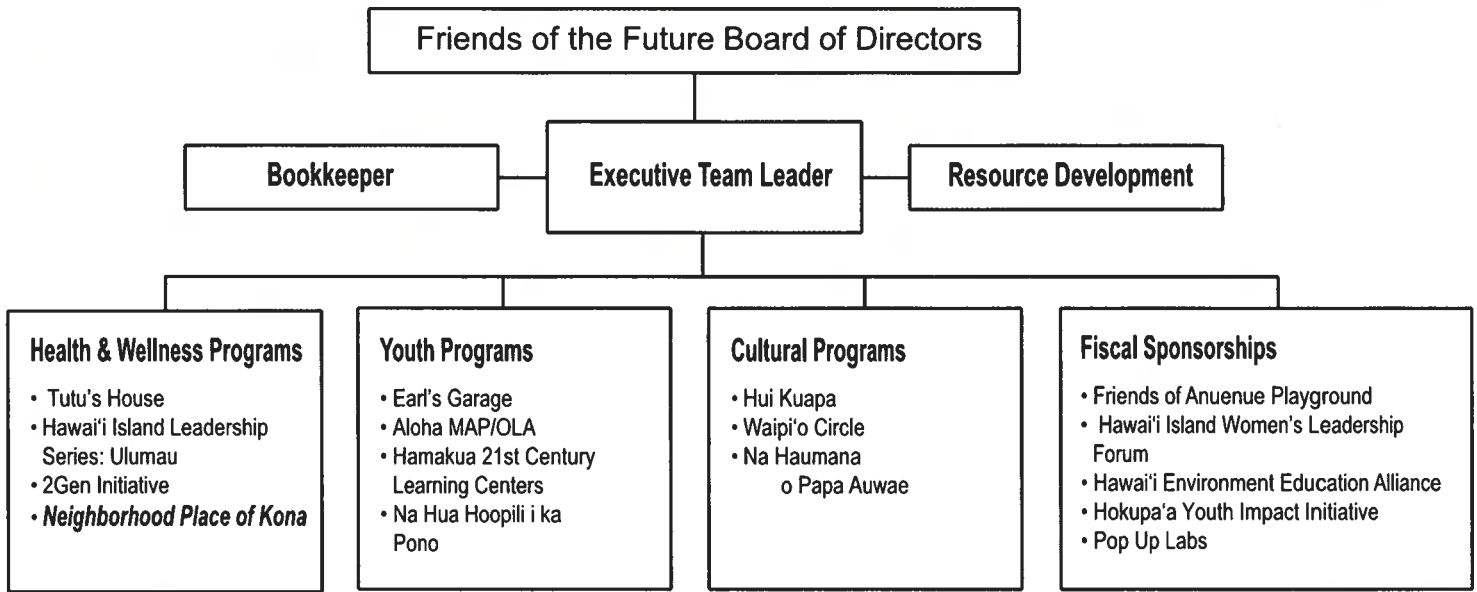
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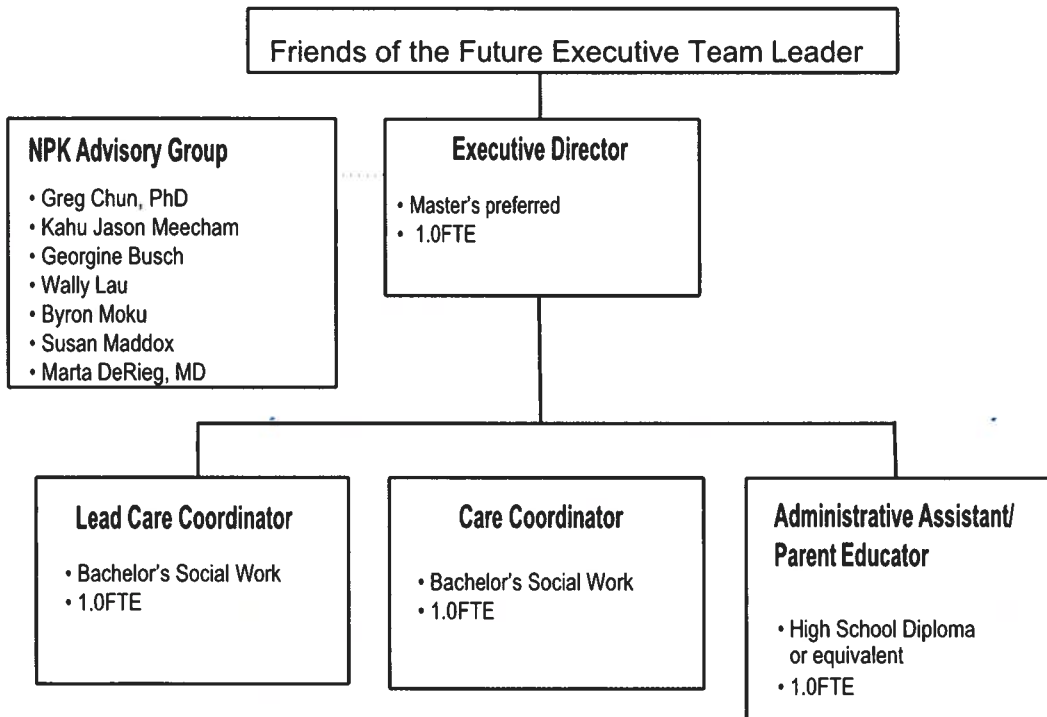
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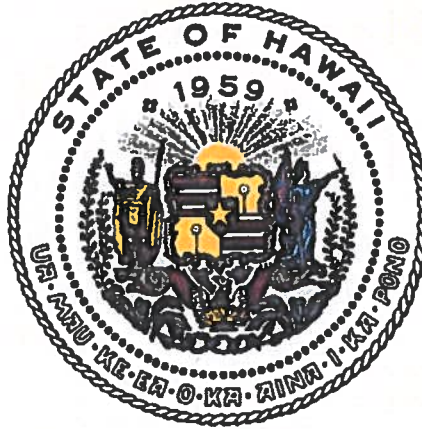
West-Olatunji, C. A., Wolfgang, J.D., Frazier, K.N. (2019). Interventions for attachment and traumatic stress issues in young children [Electronic Version]. *Counseling Today*, 1-10.

FRIENDS OF THE FUTURE

Neighborhood Place of Kona Organization Detail





Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

FRIENDS OF THE FUTURE

was incorporated under the laws of Hawaii on 11/21/1991 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 02, 2020

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant is awarded;
 - b) Complies with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
 - c) Agrees not to use state funds for entertainment or lobbying activities; and
 - d) Allows the state agency to which funds for the grant were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant.
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant is awarded shall be conducted or provided.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
 - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant used for the acquisition of the land.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Friends of the Future

(Typed Name of Individual or Organization)

Susan Maddox

(Signature)

1.13.2020

(Date)

Susan Maddox

(Typed Name)

Executive Team Leader

(Title)

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Friends of the Future

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	56,000		12,000	12,000
2. Payroll Taxes & Assessments	11,200		2,400	2,400
3. Fringe Benefits	42,700		9,150	9,150
TOTAL PERSONNEL COST	109,900		23,550	23,550
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	700		150	150
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	1,750		375	375
5. Staff Training	700		150	150
6. Supplies	3,500		750	750
7. Telecommunication	840		180	180
8. Utilities	294		63	63
9. Mileage	3,850		825	825
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	11,634		2,493	2,493
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	121,534		26,043	26,043
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	121,534	Heidi Teraoka	808-331-8777	
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	26,043	<i>Susan Maddox</i> 1-13-2020		
(d) Total Private/Other Funds Requested	26,043	Signature of Authorized Official Date		
TOTAL BUDGET	173,620	Susan Maddox, Executive Team Leader Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Friends of the Future

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS: N/A

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS: N/A

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Friends of the Future

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	0	0	0	0	0	0
JUSTIFICATION/COMMENTS: <u>N/A</u>						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Friends of the Future

Contracts Total: 7,243,200

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
	CURRENT				
1	Aloha MAP education grant	10/1/17-9/30/20	U.S. Dept of Education	U.S.	2,395,875
2	Aloha OLA education grant	9/17/18-9/16/21	U.S. Dept of Education	U.S.	2,505,777
3	21st Century Community Learning Centers	3/19/15-6/30/20	Hawaii Dept of Education	State	1,574,800
4	Waipio Valley Stream Maintenance	6/20/17-6/30/18	Hawaii Dept of Ag	State	99,999
5	GoFarm Hawaii program development	4/18/19-6/30/20	Hawaii County R&D	Hawaii County	19,250
6	Family Strengthening Services	7/1/18-6/30/20	Dept of Human Service	State/Federal	400,000
	PAST				
7	Waipio Valley Stream Maintenance (GIA)*	6/13/16-12/11/17	DLNR Aquatics Div	State	142,500
8	Waipio Valley Stream Maintenance	6/20/17-6/30/18	Hawaii Dept of Ag	State	99,999
9	Women's Leadership Forum	2/20/2018	Hawaii County Pros. Att	Hawaii County	5,000
10					
11					
12					
13	NOTE: \$150,000 GIA approved; \$142,500 actually released; balance retained per Governor prerogative				
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Application for Grants

If any item is not applicable to the request, the applicant should enter "not applicable".

I. Certification – Please attach immediately after cover page

1. Certificate of Good Standing (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2019.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

II. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Please include the following:

1. A brief description of the applicant's background;
2. The goals and objectives related to the request;
3. The public purpose and need to be served;
4. Describe the target population to be served; and
5. Describe the geographic coverage.

III. Service Summary and Outcomes

The Service Summary shall include a detailed discussion of the applicant's approach to the request. The applicant shall clearly and concisely specify the results, outcomes, and measures of effectiveness from this request. The applicant shall:

1. Describe the scope of work, tasks and responsibilities;
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and
4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

IV. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))
 - c. Equipment and motor vehicles ([Link](#))
 - d. Capital project details ([Link](#))
 - e. Government contracts, grants, and grants in aid ([Link](#))
2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.
4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2021 for program funding.
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.

V. Experience and Capability

1. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

2. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

2. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

3. Compensation

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

VII. Other

1. Litigation

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

2. Licensure or Accreditation

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.

3. Private Educational Institutions

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

4. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2020-21 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2020-21, but
- (b) Not received by the applicant thereafter.